Burlingame City Council Minutes Regular Meeting January 16, 2006

1. Call to Order by Mayor.

The Mayor called the meeting to order at 7:00pm.

2. Roll Call.

Roll Call: Present: Bill Kraus

Kevin Fry Ron Nichols Julie Sanders Dustin Swander

Absent: Chris Dubois

Staff Present Kurt Hassler, City Administrator

Christina Lewis, City Clerk Jon Shaffer, Chief of Police

3. Citizen Comments.

No public present.

Consent Items.

Motion to approve the minutes of the December 29, 2005 special meeting and Claims Ordinance 2083 as follows: General \$847.24; Police \$285.96; Street \$22.90; Park \$1.59; Pool \$10.94; Fleet Maintenance \$956.29; Employee Benefit \$1,120.09; Capital Improvements \$817.00; Equipment Reserve Fund \$965.68; Electric \$21,761.25; Water \$8,107.11; Gas \$4,646.25; Sewer \$343.32; Solid Waste \$6,085.00 by Sanders and seconded by Nichols.

Vote: Ayes: Kevin Fry

Ron Nichols Julie Sanders Dustin Swander

6. Simpson/Prewit Request.

Mr. Prewit and Ms. Simpson were in attendance at the meeting to request that they not be held responsible for the utility bill incurred by William and Susan Croucher. The Croucher's were purchasing the property from Simpson and Prewit under contract. The Croucher's defaulted on the contract and were evicted by Simpson and Prewit. Simpson and Prewit stated they had a buyer for the property if the utility bill was cleared.

There was a concern from the council regarding the precedent that would be set and what other properties were under a similar circumstance. Staff stated that it has been policy to hold the owners of the property ultimately responsible for the bill.

Motion to not hold Prewit/Simpson responsible for the utility bill of \$806.39 by Nichols and seconded by Swander.

Vote: Ayes: Kevin Fry

Ron Nichols
Julie Sanders
Dustin Swander

Motion to authorize the City Administrator to file papers in small claims court against William and Susan Croucher for the delinquent utility bill at 103 North Dacotah Street by Sanders and seconded by Fry.

Vote: Ayes: Kevin Fry

Ron Nichols Julie Sanders Dustin Swander

7. Post-Prom Committee Request.

Motion to offer a single person season pass to the swimming pool to the Post-Prom Committee by Sanders and seconded by Fry.

Vote: Ayes: Kevin Fry

Ron Nichols Julie Sanders Dustin Swander

8. Tracy Shaffer Request.

Motion to offer a single person season pass to the swimming pool to Tracy Shaffer to be used as a benefit for Bridget Middleton and family by Sanders and seconded by Fry.

Vote: Ayes: Kevin Fry

Ron Nichols Julie Sanders Dustin Swander

9. Purchasing Policy.

The council discussed the policy proposed by staff. It was noted that an additional item should have been added under item 5 for items over \$3,000. Council Member Sanders stated she had an issue with the \$3,000 limit, stating it was too high. Several council members also stated concerns with budget items not being approved by the City Council until we had been through the budget process again to help everyone feel more comfortable with the process.

Motion to table the item until the next meeting by Swander and seconded by Nichols.

Vote: Ayes: Kevin Fry

Ron Nichols Julie Sanders Dustin Swander

10. Claims Policy.

Motion to approve the policy as proposed by staff by Sanders and seconded by Swander.

Vote: Ayes: Kevin Fry

Ron Nichols Julie Sanders Dustin Swander

11. Personnel Issues.

The City Administrator informed the Council of his intent to begin advertising for a pool manager and two summer laborers. It was anticipated to have application and reviews completed prior to the February 20th meeting.

12. Reports.

Mr. Hassler – reported that the Beautification Committee has met and would like to move up the date for the downtown area to April 1st for code compliance.

Mr. Swander – stated several business owners in Burlingame were considering putting together some activities for St. Patrick's Day this year. He will report back at the next council meeting with specifics.

Mr. Kraus – asked if crews could fill some of the potholes forming around town.

13. Adjournment.

Motion to adjourn by Fry and seconded by Swander.

Vote: Ayes: Kevin Fry
Ron Nichols
Julie Sanders
Dustin Swander

Christina Lewis, City Clerk